



Mobile Source Certification and Compliance Fees Invoicing and Payment Process

DECS & At-Berth Question and Answer Session
March 21, 2022

Agenda

- Background
- How to Pay Fees
 - FI\$Cal Account
 - Invoicing overview
 - Payment process/application submittal
- After Payment Processes
 - Refunds
 - Underpayment

Mobile Source Certification Fee Regulation

- Legislative Authority: Senate Bill 854 (2018) and Senate Bill 85 (2019)
- Regulation Adopted April 2021, approved by OAL on 1/18/2022.
 - Fees at the time of application
 - 35 regulatory categories organized into six groups
 - ww2.arb.ca.gov/rulemaking/2021/mobilesourcefee2021
- Effective Date April 1, 2022

Timeline for Implementation

- March 8th: Overview workshop
- Week of March 14th: Focused Tutorials by Certification Group
- Week of March 21st: Focused Q/A Sessions
- March 21st: Begin Accepting Manufacturer Draft Invoices
- April 1st: Payment required to process applications received/completed April 1 or later

How do I pay my fee?

MS Fee Invoicing and Payment Process

Step 1: Set up FI\$Cal Account

Step 2: Generate Invoice

Step 3: Complete Payment Process

Step 4: Submit Payment Documents with
Application

Mobile Source Certification and Compliance Fees

Step 1: FI\$Cal Accounts

Who has Existing FI\$Cal Accounts?

- Accounts have been set up for active manufacturers who have certified in the last few years and are subject to the new fees
- Contact Milad Pirhadi for existing account
 - ✓ milad.pirhadi@arb.ca.gov

How to Get a FI\$Cal Account?

New Fee Payers

- E-mail Fees@arb.ca.gov Subject line state: "MS Fee New FI\$Cal Account Request"
- Include in body of e-mail:
 - ✓ Manufacturer's complete name (the name of the company paying the fee)
 - ✓ Mailing address, including country
 - ✓ Contact name, title, phone number and e-mail
(This contact is for payment issues only)
 - ✓ Certification Group
 - ✓ Letter of Authorization (consultant)
- Check internally with the FI\$Cal contact (POC for payment) before sending e-mail

Questions?

Mobile Source Certification and Compliance Fees

Step 2: Invoicing Process

Invoicing Process

- Go to Website: ww2.arb.ca.gov/mobile-source-certification-and-compliance-fee-regulation-meetings-workshop
- Choose the correct "Certification Group" draft invoice
- Complete the draft invoice (review tutorials for more details)
- Send completed draft invoice attached to e-mail to MSCertFees@arb.ca.gov
- E-mail Title: "MSF New Invoice Request (Your Certification Group Type)"
- In 1-2 business days, CARB staff will return your e-mail with a pdf of the "Final" invoice that will have an invoice number, date, and payment instructions.

Choose the Correct Certification Group Form

Draft Invoice can be found at: <https://ww2.arb.ca.gov/mobile-source-certification-and-compliance-fee-regulation-meetings-workshops>

Mobile Source Fee Implementation Resources (Currently Not Available, Updated Soon)

How do I pay my fees?

Focused Grouped Category Tutorials:

[On-Road](#) [Off-Road/Evaporative](#) [Aftermarket](#) [DECS/At-Berth](#)

Draft Invoice Forms:

[On-Road](#) [Off-Road](#) [Evaporative](#) [Aftermarket](#) **[DECS](#)** [At-Berth](#)

Mobile Source Certification and Compliance Fee Payment Form For Diesel Emission Control Strategy Verifications and Approvals Calendar Year 2022 Applications Only						
Invoice Number:		Invoice Date:				
Company Information (input by manufacturer)						
Company Name						
Address						
City, State, Zip						
Country						
Contact Name						
Contact Phone Number						
Contact E-mail						
FI\$Cal Account Number						
Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1						
2						
3						
4						

Draft Invoice can be found at: <https://ww2.arb.ca.gov/mobile-source-certification-and-compliance-fee-regulation-meetings-workshops>



[ABOUT](#) [OUR WORK](#) [RESOURCES](#) [SERVICES](#) [RULEMAKING](#) [NEWS](#)

Mobile Source Fee Implementation Resources (Currently Not Available, Updated Soon)

How do I pay my fees?

Focused Grouped Category Tutorials:

[On-Road](#) [Off-Road/Evaporative](#) [Aftermarket](#) [DECS/At-Berth](#)

Draft Invoice Forms:

[On-Road](#) [Off-Road](#) [Evaporative](#) [Aftermarket](#) [DECS](#) [At-Berth](#)

Mobile Source Certification and Compliance Fee Payment Form For At-Berth Calendar Year 2022 Applications Only

Invoice Number:		Invoice Date:				
Company Information (input by manufacturer)						
Company Name						
Address						
City, State, Zip						
Country						
Contact Name						
Contact Phone Number						
Contact E-mail						
FI\$Cal Account Number						
Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1						
2						
3						
4						



Creating Draft Invoice Form

Example Draft Invoice

Mobile Source Certification and Compliance Fee Payment Form For Diesel Emission Control Strategy Verifications and Approvals Calendar Year 2022 Applications Only						
Invoice Number:		Invoice Date:				
Company Information (input by manufacturer)						
Name						
Address						
City, State, Zip						
Country						
Contact Name						
Contact phone number						
Contact e-mail						
F&Cal Account Number						
Payment Row Number	Application Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the applicable application unique ID name)	Fee Category (drop down)	Fee Type (drop down)	Amount
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
					Total Due	\$0
I, <input type="text" value="signature"/> , attest that any information provided is true, accurate, and complete.						

Company Information

Mobile Source Certification and Compliance Fee Payment Form

For Diesel Emission Control Strategy Verifications and Approvals Calendar Year 2022 Applications Only

Invoice Number: For CARB's Use Only Invoice Date: For CARB's Use Only

Company Information (input by manufacturer)

Company Name		<p>Use the company name, company address, and contact name and information associated with the <u>application/s</u></p>				
Address						
City, State, Zip						
Country						
Contact Name						
Contact Phone Number						
Contact E-mail						
FI\$Cal Account Number						

Company Information

Mobile Source Certification and Compliance Fee Payment Form

For Diesel Emission Control Strategy Verifications and Approvals Calendar Year 2022 Applications Only

Invoice Number: **For CARB's Use Only**

Invoice Date: **For CARB's Use Only**

Company Information (input by manufacturer)

Company Name

Address

City, State, Zip

Country

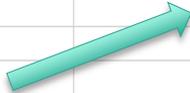
Contact Name

Contact Phone Number

Contact E-mail

FI\$Cal Account Number

Use the FI\$Cal account number supplied to you by CARB. The parent company name, address, and payment contact may be different in the FI\$Cal account than in the application contact.



Application Information

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1			Each row represents ONE application within the applicable group: "DECS or At-Berth"			
2						
3						
4						
5						
6						

- Each row represents an application on which a payment is required. If no payment is required, no invoice should be filled out by applicants.

Application Information

Diesel emission control strategy – other than locomotive

- For the “[Diesel emission control strategy – other than locomotive](#)” category, no fees are required on an entity holding and identified in a valid Executive Order or conditional verification for a diesel emission control strategy for verification activities related to the product directly covered by an Executive Order or conditional verification that was [issued prior to April 1, 2022](#). [Title 13, California Code of Regulations, Section 2912]

Application Information

Diesel emission control strategy – other than locomotive

- An example of a situation where **NO FEES APPLY:**
 - ✓ A company holds and is identified in a valid Executive Order for a diesel emission control strategy **issued prior to April 1, 2022**
 - ✓ That company submits an application for verification activities related to the exact product directly covered by that Executive Order
 - ✓ The submittal is an in-use compliance emissions testing plan for said product meeting all of the aforementioned requirements
- An example of a situation where **FEES ARE REQUIRED:**
 - ✓ A company holds and is identified in a valid Executive Order for a diesel emission control strategy **issued prior to April 1, 2022**
 - ✓ The company submits an application for verification of a different product

Application Information

Product Description/Calendar Year

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1	Preliminary application of Product X for stationary emergency standby power generation	2022				
2	Final application of Product Y for 1993-2006 model year on-road	2022				
3						

Product Description or File name:

DECS (other than locomotive) application + product name + DECS category

Example 1: Preliminary application of Product X for stationary emergency standby power generation

Example 2: Final application of Product Y for 1993-2006 model year on-road

Calendar Year:

Provide the year in which the application is submitted, such as 2022

Application Information

Product Description/Calendar Year

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1	Preliminary application of Product X	2022				
2	Final application of Product Y	2022				

Product Description or File name:

DECS (locomotive) application + product name

Example 1: Preliminary application of Product X

Example 2: Final application of Product Y

Calendar Year:

Provide the year in which the application is submitted, such as 2022

Application Information

Product Description/Calendar Year

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1	Initial test plan of System X	2022				
2	Design modification of System Y	2022				

Product Description or File name:

At-Berth application category + system name

Example 1: Initial test plan of System X

Example 2: Design modification of System Y

Calendar Year:

Provide the year in which the application is submitted, such as 2022

Application Information

Unique Application Identifier

Payment Row Number	Application Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the applicable application unique ID name)	Fee Category (drop down)	Fee Type (drop down)	Amount
1						
2						

- Unique Application Identifier is explained on the next slide
- Manufacturers who already hold DECS verifications or At-Berth EOs have already been assigned a 3-letter “Manufacturer Code” to identify their company. This code is used in the Unique Application Identifier. If you have not been assigned a code, please contact milad.pirhadi@arb.ca.gov to obtain a 3-letter code to identify your company.

Application Information

Unique Application Identifier

DECS – other than locomotive: [DE-CAT-Y-MAN-000-X](#)

Where:

DE = Executive Order series group under title 13, CCR, Sections 2700-2711 for DECS

CAT = Category, which would be:

ONR = On-Road OFF = Off-Road APU = Auxiliary Power Unit STA = Stationary
RTG = Rubber Tired Gantry Crane TRU = Transport Refrigeration Unit MAR = Harbor craft marine

Y = Calendar year code of year submitted (e.g., for 2022, Y=N consistent with engine family lettering)

MAN = Manufacturer code (e.g., ABC = Alphabet, Inc.)

000 = Ordinal application/submittal received from that manufacturer in the calendar year (e.g., 004 = 4th application/submittal received in 2022)

X = Extension, which is 0 if it is a new application (e.g., DE-ONR-N-ABC-004-0), or the existing EO number if it is a modification or other submittal regarding an existing verification (e.g., DE-ONR-N-ABC-004-09-014), where 09-014 is the existing EO number)

Application Information

Unique Application Identifier

DECS – locomotive:

LO-000-Y-MAN-000-X

LO = Identifier for DECS locomotive as DECS locomotive are not covered by any executive orders.

000 = Three zeros, constant for all DECS locomotive applications

Y = Calendar year code of year submitted (e.g., for 2022, Y=N consistent with engine family lettering)

MAN = Manufacturer code (e.g., ABC = Alphabet, Inc.)

000 = Ordinal application/submittal received from that manufacturer in the calendar year (e.g., 004 = 4th application/submittal received in 2022)

X = Extension, which should be always 0 because **only new verification applications** of **DECS locomotive** are subject to the fee payments. Applications for **modification** of an existing verification in the DECS locomotive category are **not** subject to any fees; therefore, no invoice should be filled out for such applications.

Application Information

Unique Application Identifier

At-Berth:

AB-000-Y-MAN-000-X

Where:

AB = Executive Order series group under title 17, CCR, Section 93130.5 for At-Berth Regulation

000 = Three zeros, constant for all At Berth alternative control technology applications

Y = Calendar year code of year submitted (e.g., for 2022, Y=N consistent with engine family lettering)

MAN = Manufacturer code (e.g., ABC = Alphabet, Inc.)

000 = Ordinal application/submittal received from that manufacturer in the calendar year (e.g., 004 = 4th application/submittal received in 2022)

X = Extension, which is 0 if it is a new application (e.g., AB-000-N-ABC-002-0), or the existing EO number if it is a modification or other submittal regarding an existing EO (e.g., AB-000-N-ABC-002-14-02), where 14-02 is the existing EO number)

Questions?

Application Information

DECS Category Types

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1						
2						
3						
4						
5						
6						
7						
8						

Category Type (Drop Down menu):

The DECS category has multiple category types based on the application process and implementation.

Diesel Emission Control Strategy (other than locomotive) Category Types

Preliminary Application Fee for New Verifications or Major Modification

In-Use Compliance Field Testing Fee

Final Application Fee for New Verifications or Major Modification

In-Use Compliance Emissions Testing Fee

Executive Order Fee for New Verification or Major Modification

Minor Modification Fee

Diesel Emission Control Strategy (locomotive) Category Types

Locomotive Initial Application Fee

Locomotive Final Verification Letter Fee

Application Information

Category Type

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1						
2						
3						
4						
5						
6						

Category Type (Drop Down menu):

The At-Berth category has multiple category types based on the application process and implementation.

At-Berth Category Types

Test Plan Review Fee

At-Berth Application Fee

CEMS Data Review

Design Change Fee

Minor Amendment Fee

Questions?

Application Information

Fee Types

All DECS and At-Berth fee category types have two fee types:

- ✓ Base
- ✓ Small Business

Payment Row Number	Product Description or file name	Calendar Year	Unique Application Identifier: File Name (ID listed in payment row must match the unique identifier given to the certification application)	Category Type (drop down)	Fee Type (drop down)	Amount
1						
2					Base	
3					Small Business	
4						

Fee Type (Drop Down menu):

Delays in processing your application will occur if your application does not qualify for the fee type. Base type fee is standard for most applications.

Fee Type

Small Business

- Defined in California Government Code section 11346.3, subdivision (b)(4)(B) and Title 13, California Code of Regulations, section 2901:
 - ✓ Must be independently owned and operated; and
 - ✓ Must have 100 or fewer employees
- Companies claiming the small business fee must sign an attestation to being a small business.
- CARB may request proof that a company meets all of the requirements of a small business

Invoice Information

33	19								
34	20								
35									
36								Total Due	\$0
37									
38	I, X								
39	Responsible Party Signature Here								
40									

Total Due: If you have one or multiple applications on the form, your total to be paid is located in the lower right-hand corner of the form on the same line as “**Total Due**”. This is the amount to be paid at the time of payment associated with this invoice.

Attestation: Each invoice must be signed by the responsible party that all information provided is true, accurate, and complete. Double click at “X” and sign with mouse or add official signature block.

Submit Draft Invoice to CARB

- Save draft Invoice for your records
- E-mail draft invoice to: MSCertFees@arb.ca.gov
- E-mail Title: "MSF New Invoice Request (DECS or AB)"
- In 1-2 business days, CARB staff will return your e-mail with a pdf of the Final invoice with the invoice number and date applied.
- **DO NOT pay your fees** until **5 days after receipt** of your Final invoice

Submit Draft Invoice to CARB

- E-mail: MSCertFees@arb.ca.gov
- E-mail Title: "MSF New Invoice Request (Group)"
 - ✓ Diesel Emission Control Strategy (DECS)
 - ✓ At-Berth Alternative Controls (AB)
- E-mail each draft invoice form separately (in a SEPARATE e-mail to CARB)

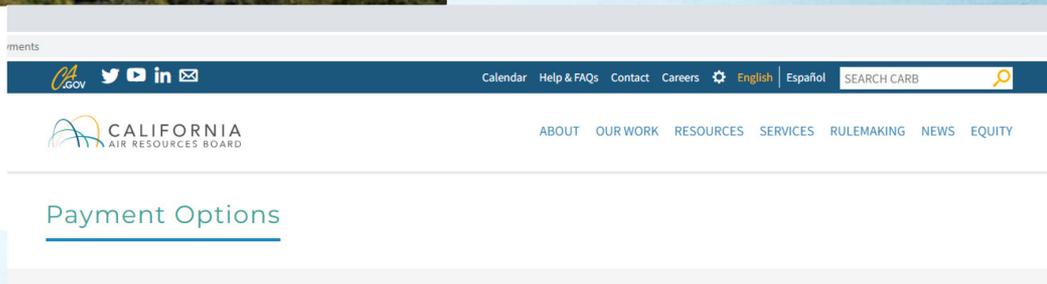
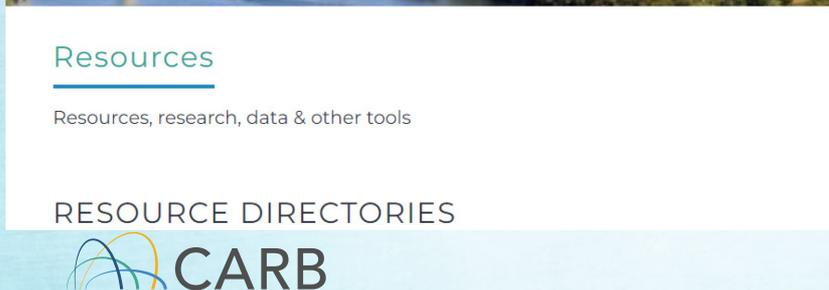
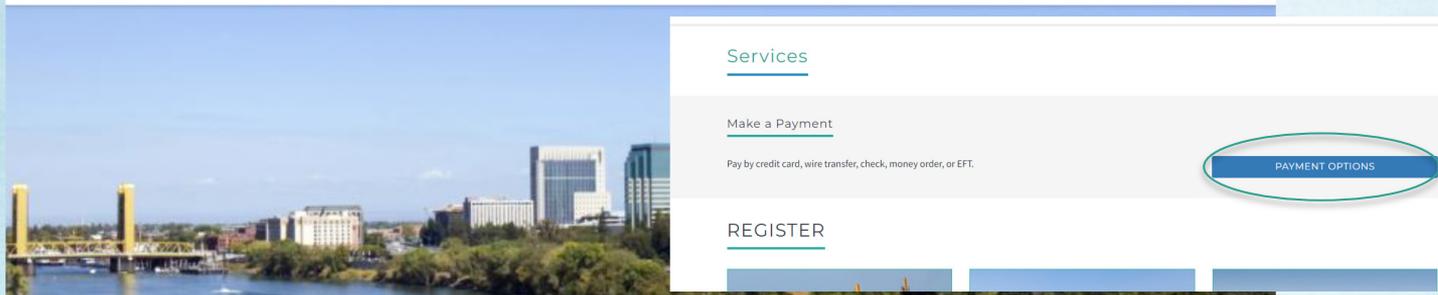
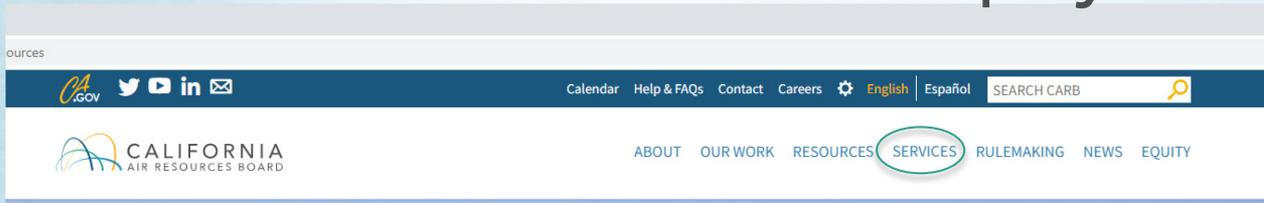
Do not make payment (Step 3) until 5 business days after receipt of Final Invoice to allow for processing.

Questions?

Mobile Source Certification and Compliance Fees

Step 3: Payment Process

Go to: ww2.arb.ca.gov/payments to make a payment



Required for Payment

- Final Invoice Number
- Total Payment on Final Invoice
- Payment method: Credit card, Check, Wire Transfer

CARB Payment Options

Website: <https://ww2.arb.ca.gov/payments>

- Credit Card: First Data, the processing vendor, charges a *convenience fee of 2.99% of the transaction amount*. CARB does not receive revenue from this service fee. (3-4 days for payment to clear)
- Check, Money Order or Cashier Check (3-7 business days for payment to clear)
- Wire Transfer or Electronic Funds Transfer (EFT/ACH) (3-5 business days for payment to clear)

Include your invoice number on all payments and payment portal communications

After Payment

- When your payment is made and certification application is submitted, e-mail your certification staff with payment date and invoice number

Staff Contacts

- Locomotive, stationary, marine, TRUs, and RTG Crane DECS:
 - ✓ Milad Pirhadi, Freight Approvals Section (milad.pirhadi@arb.ca.gov)
- On-road, off-road, and APU DECS:
 - ✓ Mark Schuy, Aftermarket Diesel and Off-Road Section (mschuy@arb.ca.gov)
- At-Berth:
 - ✓ Nicholas Storelli, Marine Strategies Section (nicholas.storelli@arb.ca.gov)

Mobile Source Certification and Compliance Fees

Step 4: Submittal of Final Invoice with Application/s

Step 4: Submission of Final Invoice with Application/s

- Final Invoice with Application/s shall be submitted to the following email addresses:
- DECS (all categories):

VDECS.submission@arb.ca.gov

- At-Berth:

Angela Csondes, Manager, Marine Strategies Section

Angela.csondes@arb.ca.gov

For more information

- Contact your **assigned** verification staff
- Go to our website:
ww2.arb.ca.gov/mobile-source-certification-and-compliance-fee-regulation-meetings-workshops
- E-mail MSCertFees@arb.ca.gov
 - ✓ Include in your e-mail header the nature of your inquiry and your category type (**DECS** or **AB**) in parenthesis.

Questions?

After Payment Processes

What happens if I select the wrong fee type?

- 30-day review: application does match fee type selected
 - Application processing ceases until fee invoice/underpayment payment are corrected

Underpayment

- Timing:
 - 30 days after payment/application submittal
 - ✓ Incomplete Application Letter
- Invoice Modification Process
 - ✓ Corrected payment – difference of paid and corrected fee type cost
 - ✓ Separate invoicing process

Webpage

ww2.arb.ca.gov/mobile-source-certification-and-compliance-fee-regulation-meetings-workshops

The screenshot shows a web browser window displaying the California Air Resources Board (CARB) website. The URL in the address bar is http://ww2.arb.ca.gov/mobile-source-certification-and-compliance-fee-regulation-meetings-workshops?utm_medium=email&utm_source=govdelivery. The page header includes the CARB logo, social media icons, and navigation links such as "Calendar", "Help & FAQs", "Contact", "Careers", "English", "Español", and a search bar. The main content area is titled "Mobile Source Certification and Compliance Fee Regulation: Meetings & Workshops".

CONTACT
Email help@arb.ca.gov
Phone (800) 242-4450

The Mobile Source Certification and Compliance Fee regulatory effort was initiated in response to new regulatory authority. SB [58 \(2019\)](#) authorized CARB to adopt a schedule of fees to cover all or a portion of the State Board's reasonable costs. ARB (2019) authorized CARB to adopt a schedule of fees to recover reasonable costs from on-road vehicles and engines, removing the fee cap in HS Code 43019 for existing on-road vehicle and engine fees. The Mobile Source Certification Fee Regulation was approved by the Board in April 2021 and will be implemented beginning April 1, 2022. The regulatory support documents for the Mobile Source Certification and Compliance Fee regulation are available on the Rulemaking Activity web page. This page summarizes the regulatory activity, outreach, and other activities for the implementation of the Mobile Source Certification and Compliance Fees. For past regulatory activity [go here](#).

If you would like to participate in future meetings, or get future workshop announcements, subscribe to the Mobile Source Certification and Compliance Fee Regulation Topic. For general questions on this regulation, interested parties may contact Kathleen Mead.

On April 1, 2022, new and modified mobile source certification and compliance fees (MS Fees) will be due upon submittal of the application for mobile source certification. [Category](#) applications for MY 23 on-road and off-road engines/vehicles/equipment received prior to April 1, 2022, are not subject to the MS fees. Based on current practices, on-road and off-road applications will undergo initial staff review to verify they are complete. For those applications received by CARB before April 1, 2022 and deemed incomplete, MS fees will be required before further processing occurs. Determination of completeness should be done within 30 days of application submittal.

Mobile Source Fee Implementation Resources (Currently Not Available, Updated Soon)

How do I pay my fees?
Focused Grouped Category Tutorials:
[On-Road](#) [Off-Road/Evaporative](#) [Aftermarket](#) [DECS/At-Birth](#)
Draft Invoice Forms:
[On-Road](#) [Off-Road](#) [Evaporative](#) [Aftermarket](#) [DECS](#) [At-Birth](#)

Mobile Source Fee Implementation Workshops

Implementation workshops will be held in March 2022. The March workshop/training will provide the manufacturers and fee payers with the invoice and payment protocols by which MS Fees can be submitted and processed. All manufacturers subject to MS Fees should attend the March 8th workshop in addition to the focused workshop dedicated to their MS Fee certification category. Please attend or review the workshop materials before submitting invoices and paying fees to prevent delays in processing your payment and review of your application. More information will be available soon. To receive a notice for this effort, please subscribe to the Mobile Source Certification and Compliance Fee Regulation Topic.

Current and Upcoming Meetings

Date & Time	Location	Details & Materials
March 8, 2022 9:00 am - 11:00 am PDT	The workshop will be held through webinar and conference call only. Participate at the MS Teams link or call in number below.	Public Workshop, Overview to Discuss the Implementation of the Mobile Source Certification Fee Invoicing and Payment Process. This workshop will allow a Q & A session with regulatory staff.

Questions?